

ISB Protest Appeal Procedures

Prepared by Paul Piper, DIS/MOSTD, (360) 902-3471, paulp@dis.wa.gov

Presenter

Paul Piper, Senior Policy Advisor, Department of Information Services

Purpose of Appearance

Staff will present a proposed addition to the *Information Technology Investment Standards* for approval. The intent of the change is to document optional procedures for Information Services Board (ISB) resolution of appeals and to incorporate Competitive Contracting provisions that may affect future protests. The Chair of the ISB may use these procedures or modify them to fit the circumstances of a particular appeal.

Previous ISB Appearances

None.

Staff Recommendations to the Board

1. Staff recommends ISB approval to incorporate the Protest Appeal Procedures into the Information Technology Investment Standards as Appendix F.
2. Staff recommends that the ISB adopt the procedure set out in the Protest Appeal Procedures in paragraph 11 with respect to Competitive Contracting.

Background

The Information Technology Investment Standards currently read:

If a protest arises from an acquisition that requires ISB approval, the vendor may **appeal** to the Chair of the ISB if it is not satisfied with the acquiring agency's decision. Written notice of appeal must be received by the Chair of the ISB within five business days after the vendor received notification of the acquiring agency's decision. The protesting vendor does not first appeal to DIS. **The Chair of the ISB will establish procedures to resolve the appeal.** The resulting decision is final; no further administrative appeal is available.

The addition of optional procedures will provide a suggested structure for the resolution of future protest appeals.